

GTCC Monthly HL3 APC Teleconference Meeting Minutes

Meeting Name	GTCC Monthly HL3 APC Teleconference
Meeting Chair	DON eBusiness Operations Office
Date	3 August 2004
Time/Location	2:00 – 2:30 pm

Attendees

Command Name		
DONEBUSOPSOFF	FSA	PACFLT
AAUSN	MSC	RESFOR
BUPERS	NAVAIR	SECGRU
BUMED	NAVSEA	SPAWAR
CNI	NAVSUP	SPECWAR
DIRSSP	NETC	

Meeting Agenda/Objectives Items

Objective #	Objectives
1.	GSA SmartPay Conference
2.	Credit Worthiness Update
3.	Time Sensitive Files
4.	Delinquency Rate
5.	HL3 General Discussion
6.	HL3 Teleconference Improvements
7.	Next Teleconference

Meeting Minutes/Action Items

Agenda #	Minutes
1.	GSA SmartPay Conference
	EBUSOPSOFF will have a booth with training demos set-up in the Rhythms ballroom of the New Orleans Sheraton.
	Navy Only session will be on Tuesday, 24 Aug 04 at 2:30pm in the Sheraton Ballroom B, 5 th Floor.
	The DOD Travel Card session will be on Tuesday, 24 Aug 04 at 1:00pm in the Marriott, Acadia 3 rd Floor.
	Registration is now closed. Last count of attendees was over 4,000. If you are registered but now find you cannot attend, please go to the website to cancel your reservation.
2.	Credit Worthiness
	There has been some confusion about the credit checks being conducted when applying for a travel card.

Agenda #	Minutes
	Only military applicants are being scored when applying for a travel card.
	Civilian applicants are being processed as normal until labor negotiations are complete.
	Self-certification forms are pending the completion of labor negotiation and legal review.
3.	Time Sensitive Files
	EBUSOPSOFF appreciates all of the APCs assistance in reviewing the separation files. We understand you have a great workload. When we send out time sensitive files, we are driven by requirements from upper management.
	Some of the separation files were not reviewed and, as a result, there were travelers stranded.
4.	Delinquency Rate
	Congratulations!!! The delinquency rate for July 04 was 4.72%. It is not within the DON goal, however it is not bad considering that summer is when the rate tends to rise. Everyone is doing a great job - please continue your vigilance!
5.	HL3 General Discussion
	DIRSSP – What is the status on mandatory SD? It is currently mandatory for both military civilian employees. Memo attached below.
	SPECWAR – Can contractors have a travel card? What about IPAs? They are government personnel, but from a different agency. How should they be handled on the contractor review? If they are paid by the government and losses can be recovered by salary offset, they can get a travel card. If they are IPAs, delete them from the contractor review spreadsheet.
	DIRSSP - Questions regarding using the account search tool regarding the reinstatement policy.
	<p>Prior to filling out an application verify if that individual currently has an account with the DOD, you will need the individual's social security number then:</p> <p>Logon to EAGLS Click on HELP DESK Click on AOPC APPS STATUS Next page is the DOD ACCOUNT LOOK UP</p> <p>Enter the social security number and hit submit, if the cardholder has an account the screen will say “we currently have an account on file associated with the social surety number entered” the screen will then prompt you to the link a CARDHOLDER TRANSFER REQUEST.....</p> <p>If you enter the social security number and NO account has been found the screen will say “we currently DO NOT have an account on file associated with the social security number entered” and the screen will then display the link for the DOD APPLICATION for the individual to fill out.</p>
6.	HL3Teleconference Improvement
	If you have any suggestions for improving the monthly teleconferences or topics that you feel should be covered, please send an e-mail to travel_card@navsup.navy.mil .
7.	Next Teleconference
	<p>The next GTCC HL3 Monthly teleconference will be held on 7 September 2004 at 2:00pm.</p> <p>Teleconference dial-in number: 1-888-818-9740</p> <p>Participant Code: 77032</p>



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